

ADDENDUM
to the
MEMORANDUM OF UNDERSTANDING
between the
MICHIGAN DEPARTMENT OF EDUCATION (MDE)
and the
MICHIGAN DEPARTMENT OF HUMAN SERVICES (DHS)
for the
CHILD DEVELOPMENT AND CARE (CDC) PROGRAM

Administrative Hearings

Client Eligibility Hearings

Client eligibility hearings are the responsibility of the Department of Human Services (DHS) in all cases where the questioned determination was made by DHS staff. The Administrative Law Judge will follow Child Development and Care (CDC) policy in making all decisions.

Department of Education (MDE) Responsibilities

- Provide any necessary consultation to DHS local office staff regarding CDC policies during hearing and/or pretrial conference preparation.
- Request reconsideration of hearing decisions, if necessary.
- Provide input on revisions to the policy included in Bridges Administrative Manual Item 600.
- Provide DHS with a jointly agreed upon funding amount for the Michigan Administrative Hearings System to support the activities outlined in this agreement.
- Reimburse DHS for the actual expenditures incurred for the Michigan Administrative Hearings System to support the activities outlined in this agreement as defined by the IDG in the DHS appropriation.
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Department of Human Services (DHS) Responsibilities

- Coordinate prehearing conferences and make available appropriate hearing rooms and the assigned DHS worker or supervisor for each hearing.
- Represent DHS at the hearing and present the position of the local DHS local office's position to the Administrative Law Judge.
 - The Administrative Law Judge will issue a recommended decision within 20 days of the hearing date and send copies to the client, the client's representative, DHS local office and to the Director of the CDC program at the Michigan Department of Education (MDE), all of whom may file exceptions with the Administrative Law Judge.
- Implement decision orders following the standards of timeliness identified in Bridges Administrative Manual Item 600.

- Provide to MDE on a quarterly basis, a report identifying the:
 - number of CDC eligibility administrative hearing requests and dispositions;
 - number of decisions upholding and reversing actions of the Department of Human Services;
 - timeliness of hearings and implementation of decisions and orders; and
 - any other information related to the hearing that is determined to be of importance to MDE.
- Maintain Bridges Administrative Manual Item 600.
 - Revisions will not be made without the input and approval of MDE, to the extent that the revision impacts activities covered by this agreement.
- Adhere to the all other policies established by Bridges Administrative Manual Item 600 not heretofore mentioned.

Provider Requested Administrative Hearings

Child care providers do not have hearing rights; ~~so there will be~~ no child care provider hearings will be conducted.

SIGNATORIES

In witness thereof, the parties sign their names as evidence of their approval of this addendum to the Memorandum of Understanding and Interagency Agreement.

For the Department of Human Services

For the Department of Education

Maura D. Corrigan
Maura D. Corrigan
Director

Michael P. Flanagan
Michael P. Flanagan
Superintendent of Public Instruction

Date

Date